



CANNON BUILDING
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STATE OF DELAWARE
DEPARTMENT OF STATE

DIVISION OF PROFESSIONAL REGULATION

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PUBLIC MEETING MINUTES:	Real Estate Education Committee –Subcommittee
MEETING DATE AND TIME:	Thursday, October 28, 2010 at 12:00 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B
MINUTES APPROVED	11/16/10

MEMBERS PRESENT

Tim Riale
Tom Burns
Shirley Kalvinsky
Bruce Plummer

DIVISION STAFF

Jessica Williams. Administrative Specialist II

MEMBER ABSENT

Gene Millman

ALSO PRESENT

Dick Brogan
Denise Tatman

CALL TO ORDER

Mr. Riale called the meeting to order at 12:19 p.m.

REVIEW OF MINUTES

A motion was made by Ms. Kalvinsky, seconded by Mr. Plummer, to approve the September 29, 2010 minutes as presented. Motion unanimously carried.

Discussion Regarding Broker's Core Course

Mr. Riale informed the Subcommittee that they will be working on core courses for Broker of Record and Non-Broker of Record. The Subcommittee decided that the Broker of Record and Non-Broker of Record should be required to obtain the same amount of continuing education credits. They believe that it is imperative that the Non-Broker of Record should be able to step in to the Broker of Record's place if the Broker of Record is unavailable.

The Subcommittee began preparing a draft of the required core courses to be presented to the Real Estate Education Committee.

The Subcommittee decided that the required course would consist of five, three hour modules: Agency and Fair Housing, Ethics, Contemporary Issues, Real Estate Documents and Office Management and Supervisory Duties.

Core Module 1 would focus on Agency and Fair Housing.

Core Module 2 would focus on Ethics. During this course, the instructor would review each article, case studies/procuring cause, and annual updates.

Core Module 3 would focus on Real Estate Documents. The Subcommittee felt that it would be beneficial to review Contracts, Buyer Agency Agreements, Rental Agreements, Listing Agreements and Home Inspection Responses.

Core Module 4 would focus on Office Management. This course would review topics such as: DREC Rules and Regulations, Social Media Liability, Multiple Offers, Key Policy, Independent Contract Agreements. Escrow Accounts, Inter-Office Relationships, Policy and Procedure Manuals, Record Keeping and Maintenance, Advertising, Risk Reduction, Do Not Call/Fax, Bonus', Broker Liability and RESPA.

Core Module 5 would focus on Contemporary Issues. Topics that would be discussed would be: Anti-Trust, Federal & State Legislative Issues, Red Flag Issues, Disclosures, Local Issues, DREC Seminar, and Green (such as building green).

The Subcommittee discussed different types of Hot Topic issues such as: Mold, Meth Labs, Bedbugs, Wet Lands/Flood Plains, Tax Ditches, Surveys/Encroachments, Open Permits, Short Sales/Foreclosures, Contemporary Finance, Insurance, Home Inspections, and BPO's.

The Subcommittee decided that it would be best to have an exam for each module. The instructor would review the exam with the students, so it could be corrected during the class and given as a handout. A pass or fail would not be required for credit.

Ultimately, Broker's would be required to obtain 21 continuing education credits during each licensing cycle. They would be required to take the Core Modules, as well as six elective hours of continuing education.

Mr. Plummer made a motion, seconded by Mr. Burns to recommend the draft to the Education Committee. Motion unanimously carried. Ms. Kalvinsky made a motion, seconded by Mr. Burns, to submit the flip chart to the Real Estate Education Committee for their review. Motion unanimously carried. Mr. Riale will present the proposed draft to the Real Estate Education Committee on November 4, 2010.

Ms. Williams will draft a formal outline of the course for the Subcommittee to review at their next meeting.

Other Business before the Subcommittee (For Discussion Only)

There was no other business before the Subcommittee.

Public Comment

There was no public comment.

Schedule Next Meeting

Delaware Real Estate Education Committee-Subcommittee

September 29, 2010

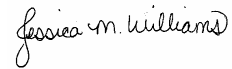
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The next meeting will be held on Tuesday, November 16, 2010 at 9:00 a.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

There being no further business, Mr. Plummer made a motion, seconded by Ms. Kalvinsky, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 3:34 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jessica M. Williams".

Jessica Williams
Administrative Specialist II